

## 16 MSTA Flight Operations

### 16.1 MSTA Flight Operations Overview

The MSTA Flight Operations screen (Figure 16-1) is for aircraft information and general flight information including flight hours and numbers of sorties flown. This information is important for the planning and evaluation processes that are necessary to minimize the risk to personnel and property during flight and ground operations. This function was modified for the DIRAMS Version 5 release.

**Note:** Currently, you cannot enter certain special characters (e.g., apostrophes and semicolons) into some data boxes.

The screenshot shows the 'MSTA Flight Operations (Screen 1 of 1) For Official Use Only' window. It features a menu bar with 'File', 'Edit', 'Functions', 'Administration', and 'Help'. Below the menu is a toolbar with icons for file operations, navigation, and help. The main area is divided into sections for data entry:

- Top Section:** District Code, CAD Code, CAGE Code, and Contract No. fields.
- Aircraft Information:** No. Aircraft On-site, Aircraft Serial No., Type/Model, and No. Aircraft Accepted fields.
- Flight Information:** Flight Facility, Flight Date, Flight Hours, Flight Type, No. Accept Flights Flown, and Flight Kind fields.
- Bottom Section:** A group box containing radio buttons for 'Military Only', 'Military Only TDY', 'Contractor Only', and 'Mixed Crew'. To the right of this group are fields for 'Sorties', 'Flight Hrs', 'Other Sorties', 'Other Flight Hrs', and 'Excess Sorties'.

Figure 16-1 MSTA Flight Operations Screen

### 16.1.1 To Add or Create New Record



Insert  
Icon

1. Click the **Insert** icon on the tool bar or select **File: New** from the menu bar. The cursor appears in the **Contract No.** data box.
2. Enter the **Contract No.**, then press **Tab** or **Enter**.
3. Enter the rest of the requested information, then save your work.

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**Note:** If a record already exists for the **Contract No.** you enter, a message pops up when you press **Tab** or **Enter**. Click **Yes** to display the record so you can view or update it. Click **No** to clear the **Contract No.** data box so that you can enter a new one.

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### 16.1.2 To Add Multiple New Records



Cancel  
Icon

If you have to enter multiple new records, enter one record. Then save the current record by clicking the **Save** icon on the tool bar or selecting **File: Save** from the menu bar. Then to clear the screens for your next new record, either click the **Cancel** icon or select **File: Cancel**.

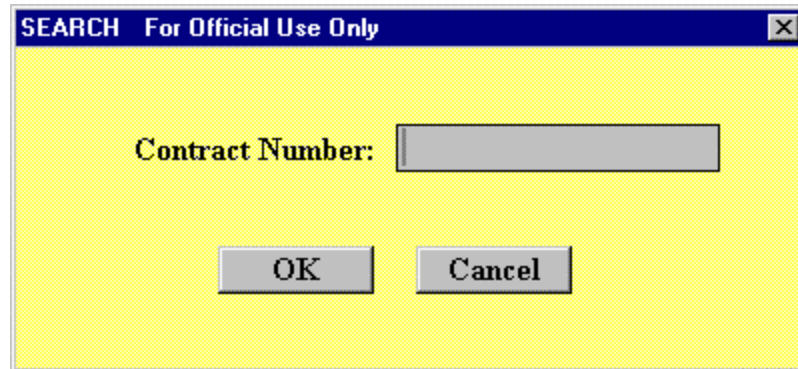
or

Click on the **Insert** icon on the tool bar or select **File: New** from the menu bar. A message box appears informing you that unsaved changes exist, and asking you if you want to save them. Click **Yes** to save. If you click **Yes**, a message informs you of a successful save. Click **OK** to close this message. The system prepares the screen for another entry. (Or click **No** on the unsaved changes message box if you do not want to save. Or click **Cancel** to return to the current record instead of inserting a new one.)

### 16.1.3 To View or Edit Existing Record



1. Click the **Search** icon on the tool bar or select **File: Open** from the menu bar. When you do, a Search window (Figure 16-2) appears.



*Figure 16-2 MSTA Flight Operations Search Pop-Up Window*

2. Type in the desired **Contract Number** (up to 18 alphanumeric characters).
3. Press **Tab** or **Enter**.
4. Click **OK**. If a record is found, it is displayed on the MSTA Flight Operations screen where you can view, edit or delete it.  
or  
Click **Cancel** to close the Search window.

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**Note:** If no record is found matching the information you entered, a pop-up window appears (Figure 16-3). Click **OK** to close the window. You can then choose to search for a record again, add a record, go to another Metrics function or exit the Metrics application.

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*Figure 16-3 No Data Found Pop-Up Message*

## 16.2 MSTA Flight Operations Screen 1 of 1

When the MSTA Flight Operations screen (Figure 16-4) opens, you can either insert a new record (Section 16.1.1) or search for an existing one to open (Section 16.1.3). The delete procedure is explained in Chapter 6.

**Note:** When you open this function, the cursor appears in the **Contract No.** field (16.2.1.4).

Figure 16-4 MSTA Flight Operations Screen Fields

Note: Numbers in data boxes indicate corresponding section numbers.

### 16.2.1 Fields for MSTA Flight Operations Screen 1 of 1

#### 16.2.1.1 District Code

This protected data box containing the SDW/SICM code (2-5 alphanumeric characters) that identifies the Defense Contract Management Command (DCMC) District is automatically populated after you enter the **Contract No.** (16.2.1.4).

### **16.2.1.2 CAO Code**

This protected data box containing the SDW/SICM code (2-5 alphanumeric characters) that identifies the Contract Administration Office (CAO) is automatically populated after you enter the **Contract No.** (16.2.1.4).

### **16.2.1.3 CAGE Code**

This is for the 5-character (alphanumeric) Commercial and Government Entity (CAGE) Code that identifies the contractor/location. It is protected and automatically populated after you enter the **Contract No.** (16.2.1.4).

### **16.2.1.4 Contract No.**

Enter the identifier (13, 17 or 18 alphanumeric characters) that uniquely identifies the contract. This is a required data field.

## **Aircraft Information Section**

### **16.2.1.5 No. Aircraft On-site**

Enter the quantity (up to 6 digits) of aircraft under the cognizance of the Contract Administration Office (CAO) during the period.

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**Note:** This includes items considered “aircraft” that are physically located at the facility or deployed to another location yet remain under the cognizance of the CAO.

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### **16.2.1.6 Aircraft Serial No.**

Enter the contractor shop number or the Government Bureau Number (up to 10 alphanumeric characters) assigned to a specific aircraft.

### **16.2.1.7 Type/Model**

Enter the code (up to 7 alphanumeric characters) that identifies the aircraft model; e.g., F-14D.

### **16.2.1.8 No. Aircraft Accepted**

Enter the quantity (up to 6 digits) of aircraft delivered and accepted by flight facilities under the cognizance of the CAO during the period through issuance of a DD Form 250 (Material Inspection and Receiving Report).

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**Note:** This is the Unit Cost Count for Unit Cost Category (16) Flight Operations.

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## **Flight Information Section**

### **16.2.1.9 Flight Facility**

Enter the name of the flight facility (up to 30 alphanumeric characters).

#### 16.2.1.10 *Flight Date*

Enter the date (MMDDYY, MM/DD/YY or DD-MON-YYYY format) on which the flight took place. This date should be the same as or earlier than the Current Date (Flight Date  $\leq$  System Date).

#### 16.2.1.11 *Flight Hours*

Enter the length of an individual flight in hours and tenths of an hour. For example, a flight that lasted one and one half hours should be entered as 1.5.

#### 16.2.1.12 *Flight Type*

Enter the one-letter code that identifies the type of flight; i.e., functional check, acceptance, refl, maintenance, etc.

#### 16.2.1.13 *No. Accept Flights Flown*

Enter the quantity (up to 4 digits) of flights performed by flight facilities under the cognizance of the CAO during the period to determine whether or not an aircraft is acceptable.

#### 16.2.1.14 *Flight Kind*

Enter the one-letter code that identifies the kind of flight (i.e., Government or contractor).

### 16.2.2 *Sortie Information (General Directions)*

The remainder of the MSTA Flight Operations screen is for summarizing mission information: crew make-up, type of mission and number of hours flown. To use this section, first select a crew type (**Military Only**, **Military Only TDY**, **Contractor Only** or **Mixed Crew**) by clicking in the corresponding circle. Then enter the pertinent information—**Sorties** (16.2.3.1), **Flight Hrs** (16.2.3.2), **Other Sorties** (16.2.3.3), **Other Flight Hrs** (16.2.3.4) and **Excess Sorties** (16.2.3.5)—for the type of crew you selected.

When you click on a crew type, the data boxes 16.2.3.1—16.2.3.5 pertain to the crew type you selected. For example, if you select **Military Only**, you will enter the number of sorties that were flown by military only crews; if you select **Mixed** crew, you will enter the number of sorties that were flown by mixed crews, etc.

To enter information for another type of crew, simply click its corresponding circle. This saves any information you entered for one type of crew, and resets the data boxes to correspond to the new type of crew you selected.

To view Sortie information for a specific type of crew, click on the crew type you want. The sortie information related to the type of crew you selected is then displayed.

### 16.2.3 *Sortie Information (Fields)*

#### 16.2.3.1 *Sorties*

Enter the quantity (up to 4 digits) of functional check flight and acceptance check flight sorties performed by the selected type of crew while under the cognizance of the Contract Administration Office (CAO) during the period.

**16.2.3.2 Flight Hrs.**

Enter the quantity (up to 4 digits) of functional check flight and acceptance check flight hours flown by the selected type of crew while under the cognizance of the Contract Administration Office (CAO) during the period.

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**Note:** If you are entering **Flight Hrs.** for **Military Only**, you can enter up to 5 digits.

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**16.2.3.3 Other Sorties**

Enter the quantity (up to 4 digits) of non-functional check flight and non-acceptance check flight sorties performed by the selected type of crew while under the cognizance of the Contract Administration Office (CAO) during the period.

**16.2.3.4 Other Flight Hrs.**

Enter the quantity (up to 4 digits) of non-functional check flight and non-acceptance check flight hours flown by the selected type of crew while under the cognizance of the Contract Administration Office (CAO) during the period.

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**Note:** If you are entering **Other Flight Hrs.** for **Military Only**, you can enter up to 5 digits.

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**16.2.3.5 Excess Sorties**

Enter the quantity (up to 4 digits) of excess sorties performed by the selected type of crew while under the cognizance of the Contract Administration Office (CAO) during the period.

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**Note:** This field is no longer being tracked as a metric; however, you can continue to enter a value.

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